



Proposal Form for Standards Development Projects

Version: 2.0
Issued: March 2010

GUIDANCE

How do I use this form?

- Use the Tab key to move to the next field and Shift+Tab to go back to the previous field.
- Guidance has been provided within free text fields - delete this information before typing your input.
- Additional documents (such as Net Benefit case or details of program of work) can be attached to the completed proposal on submission.

What information do I need to provide?

Section & Title	Requirement
1. Proponent Details	All proposals need to be submitted by an individual. Provide contact details to be used in any correspondence regarding the proposal.
2. Proposal Details	Specify the title, type, relevant sector(s) and type of work being proposed. If a program of work, further information can be provided in the appendix or attachments.
3. Summary and Demonstration of Net Benefit	Outline the need for, and Net Benefit impact of, the proposed work on the Australian community.
4. Harmonisation and Alignment	List existing related documents and alignment of proposed work to these.
5. Pathways for Standards Development	State the desired development pathway and who will fund the proposed work.
6. Requests for Standards Australia resourcing	Provide justification for requesting resource support from Standards Australia for this proposed work.
7. Stakeholder Support	Provide details of relevant stakeholders across interest groups, the consultation process undertaken and whether they support the proposal.
8. Risks and Dependencies	Highlight known risks and any dependencies that may impact successful completion of the proposed project/program.
9. Additional Information	Provide any additional information which may assist in consideration of the proposal.
10. Declaration	Confirm that all information within the proposal form is true and accurate.
Appendix A: Details of projects within a proposed program of work	Where appropriate, provide details of projects in order of priority for development where multiple projects or a program of work is being proposed.

How do I submit a completed proposal?

1. Complete a pre-submission check to ensure that:
 - ✓ All sections of the form are complete.
 - ✓ The Net Benefit case is fully articulated and, where possible, quantified.
 - ✓ Full stakeholder consultation has been conducted with evidence provided.
 - ✓ The declaration is complete.
 - ✓ All supporting documentation is attached to the proposal.
2. Submit completed proposal along with all supporting documentation by email to mail@standards.org.au
3. If for any reason, you are unable to submit this form by email, please contact Standards Australia (1800 035 822).

NOTE: Standards Australia reserves the right to make public information relating to Standards development projects, including information contained within submitted proposal forms and the attached Net Benefit Case in part or in full.

PROPOSAL FORM FOR STANDARDS DEVELOPMENT PROJECTS

Proposal Reference Number *Standards Australia to Complete*

1. Proponent Details

Your name	Phil Wilkinson
Position	Engineering Manager and Business Development
Name of employer	Australian Institute of Refrigeration Airconditioning and heating (AIRAH)
Name of nominating organisation	Australian Institute of Refrigeration Airconditioning and heating (AIRAH)
Address	Level 3 / 1 Elizabeth Street
Suburb	Melbourne
State	VIC
Postcode	3000
Phone number	03 8623 3010
Fax number	03 9614 8949
Mobile number	NA
Email address	phil@airah.org.au
Web address	www.airah.org.au

2. Proposal Details

Proposal title	Proposal to revise AS/NZS 3666.1 and AS/NZS 3666.2	
Proposal summary	This proposal relates to the revision of AS/NZS 3666.1 and AS/NZS 3666.2 and comprises the review and minor update of these two standards which are extensively referred to in Federal and State building and health legislation	
Project or program	Program	<i>If program, include details in Appendix A.</i>
Project type	Revision	
Product type	Standard	
Scale of proposed work	Small	This proposal relates to the periodic review of the standards and is anticipated to consist of a minor update of the standard requirements and its references to ensure the validity of the content.
Sector	4 Building and Construction	Also impacts on health and community services
Existing Standard or other SA product	AS/NZS 3666.1 AS/NZS 3666.2	
Application	Australia New Zealand	
Performance-based or prescriptive	Prescriptive	
Relationship to legislation	<i>Is/will this Standard be referenced in legislation?</i>	Yes
	<i>If yes, is this as a primary or secondary reference?</i>	Primary

<i>Details of legislation</i>	<p>Building Code of Australia, Volume 2</p> <p>Public and Environmental Health (Legionella) regulations 2008 (SA)</p> <p>Workplace Health and Safety Regulation 2008 (QLD)</p> <p>Public Health (Microbial Control) regulation 2000 (NSW)</p> <p>Public Health Act 1997 (ACT)</p> <p>Public Health and Wellbeing Regulations 2008 (VIC)</p> <p>The Health (Air Handling and Water Systems) Regulations (WA)</p> <p>Various Local government regulations and ordinances</p>
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3. Summary and Demonstration of Net Benefit

All Australian Standards developed by Standards Australia must demonstrate a Net Benefit, i.e. the Standard must have an overall positive benefit to the Australian community. All proposals for new work must describe a clear need for a Standards solution and the anticipated Net Benefit in the form of a Net Benefit case. Further guidance is available within the [SA Guide to Net Benefit](#).

<i>Need for the proposed work</i>	<p>The objective of this proposal is to ensure that the requirements of AS/NZS 3666.1 and AS/NZS 3666.2 remain current and valid so that they are suitable for continued reference in legislation, regulation and best practice guidelines. Changes in technology and design or installation practice occurs rapidly and frequently in this industry and these core Australian Standards must be reviewed and updated to reflect these changes.</p>
<i>Summary scope of proposed work</i>	<p><i>Scope of Standard(s)</i></p> <ul style="list-style-type: none"> • AS/NZS 3666 parts 1 and 2 are standards that deal with the microbial control of air and water systems used in buildings, particularly in relation to design, installation, operation and maintenance of these systems. This proposal relates to the periodic review of the standards to maintain their currency within the current regulatory and technological framework. • Specific areas for review include the definition of "Automatic" for water treatment, the meaning of "accessible" for cooling towers and the control of solids in relation to corrosion and microbial control. <p><i>Exclusions</i></p> <ul style="list-style-type: none"> • As per existing standards.
<i>Alignment with national public policy</i>	<p>The AS/NZS 3666 series of standards have been developed to assist in the control of microorganisms in building systems, particularly those microorganisms associated with Legionnaires' disease. These standards are referenced in numerous Federal, State and Territory legislation, regulation or codes of practice relating to public health and building systems' design, installation and maintenance. These standards are clearly consistent with national public policy on this issue.</p>

<i>Net Benefit</i>	<p>The following impacts, costs and benefits associated with this proposal have been identified;</p> <ul style="list-style-type: none"> • <i>Public Health and Safety</i> The AS/NZS series of standards are all about public health and safety and they are used by both Health and Building safety regulators to help improve public health and safety outcomes by reducing the potential for microbial contamination of building air and water systems. Maintaining these standards up to date and relevant assists with their application and reduces industry compliance issues. This should result in more compliant systems and reduced risks to public health and safety from Legionella and other microorganisms. • <i>Social and Community Impact</i> Society and the Australian community expects that Buildings and their systems are designed to operate safely. The social and community impact of illness or fatalities within the community are large, particularly those associated with outbreaks of legionnaires disease or sick building syndrome. • <i>Environmental Impact</i> There are some environmental impacts associated with microbial control and system operation and maintenance practices including chemical, water and energy use. These issues should be addressed during the review to determine whether the environmental impact of these practices can be reduced or mitigated. • <i>Competition</i> These standards are referred to in regulation in most jurisdictions in Australia. If the standards are allowed to age and become irrelevant individual regulators may begin to develop their own requirements which could be a future barrier to competition between service providers and between jurisdictions. • <i>Economic Impact</i> Maintaining these core standards up to date and relevant will assist industry in reducing compliance costs. Any increase in the variability of regulated requirements between Jurisdictions will only increase the costs of service and the costs of compliance.
<i>Market Failure</i>	No market failure identified.
<i>Summary and conclusion</i>	Maintaining the AS/NZS series of standards up to date and relevant will help ensure that public health outcomes are consistent with public and community expectations and compliance costs to industry and system/property owners are reduced.

Note: Where a more detailed Net Benefit case is required this may be attached separately.

4. Harmonisation and Alignment

<i>Related documentation</i>	No known document
<i>Alignment and avoidance of duplication</i>	NA

5. Pathway for Standards Development

<i>Preferred development pathway</i>	Standards Australia driven*	
<i>To be funded by</i>	Standards Australia*	

*Note: The Standards Australia driven pathway is only open for those proposals seeking prioritisation by SA for project resources.

6. Requests for Standards Australia resourcing (Leave blank if not applicable)

<i>Funding declaration</i>	Noy aware of any direct or indirect funding for this work.
<i>Validation for SA resourcing</i>	This project should be considered by Standards Australia as part of its prioritisation process because these standards are approaching 10 years old and they need review or reconfirmation in accordance with SA policy, particularly as they are primary references in building and health legislation.

8. Risks and Dependencies

<i>Risks</i>	No risks have been identified. - -
<i>Dependencies</i>	No dependencies identified. .
<i>Indicative timelines</i>	<i>Estimated time to complete draft for public comment</i> e.g. 6 months <i>Estimated time to publication</i> e.g. 12 months

Note: Identified risks should pertain to the proposed program/project and any threat to a successful outcome, not to the risk of the proposal not being approved. This should follow a risk assessment process that is consistent with AS/NZS ISO 31000:2009.

9. Additional Information

<i>Comments</i>	
<i>Supporting documentation</i>	Full list of responses from the AIRAH Industry Survey for this project proposal is attached.

10. Declaration

Please read and complete the declaration, then forward this proposal and your attached documents to Standards Australia at mail@standards.org.au. The named proponent is deemed to have approved the information contained within this proposal and constitutes this declaration. This is required prior to formal consideration of this proposal.

The information provided in this application is true and accurate to the best of my knowledge. I believe the proposed Standard will result in Net Benefit* to Australia.	
<i>Name of Proponent</i>	Phil Wilkinson
<i>Date</i>	

* As defined in Standard Australia's Guide to Net Benefit.

Appendix A: Details of activities within the proposed program of work

Where a program has been specified in Section 2, please provide details of projects in order of priority for development. If preferred, details can be provided in a separate file and attached to this proposal.

Priority	Title	Committee	Pathway	Designation	Scale of project	Project type	Product type	Comment
e.g.	Revision of Standard for XXXXXX	AB-123	Collaborative	AS 1234.2009	Small	Revision	Standard	Updating 5-6 obsolete references in Standard.
1	Revision of Standard for microbial control in the design, installation and commissioning of air-handling and water systems of buildings.	ME-062	Standards driven	AS/NZS 3666.1	Small	Revision	Standard	Update review and minor clarifications
2	Revision of Standard for microbial control in the operation and maintenance of air-handling and water systems of buildings.	ME-062	Standards driven	AS/NZS 3666.2	Small	Revision	Standard	Update review and minor clarifications
3			Please Select		Please Select	Please Select	Please Select	
4			Please Select		Please Select	Please Select	Please Select	
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6			Please Select		Please Select	Please Select	Please Select	
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